



## Northland Christian School Extended Care Program

### Hours

**Morning Extended Care** is available from 6:45 am - 7:30 am, Monday - Friday, for an additional fee. On Thursday Late Starts, a second block of Morning Extended Care is available from 7:30 am - 8:15 am, without a charge. Drop off is in the Cafeteria (Building 6).

**Afternoon Extended Care** is available from dismissal, 3:30 pm to 6:15 pm, Monday - Friday, for an additional fee. Pick-Up is in the Elementary School Front Office (Building 7).

### Available Plans

#### Elementary:

Northland offers several extended care plans for elementary students. Annual five-day plans are listed below.

<b>Plan 1</b>	6:45 am - 7:30 am	\$850
<b>Plan 2</b>	3:30 pm - 6:15 pm	\$1,850
<b>Plan 3</b>	6:45 am - 6:15 pm	\$2,800
<b>Drop-in Daily Rate</b>	\$35/morning, \$35/afternoon until 4:30 pm or \$45 until 6:15 pm	

#### Secondary:

Northland offers after school care for Secondary students from 3:30 pm - 6:15 pm, each school day, for an annual fee of \$1,900 or on a drop-in basis for \$35 per day.

### Grade Level Grouping

Students in PreK through second grade are grouped, students in third through fifth grade are grouped, and students in secondary school are grouped.

## **Staffing**

Coordinator, Nayeli Kohl, oversees Extended Care and supervises a team of Extended Care Staff. Staff assists with homework and engages students in games and activities. All employees are trained in NCS expectations for student interactions and student safety.

## **Format of Morning Program**

Students should be dropped off in the Cafeteria (Building 6) for Morning Extended Care. Students PK - 2nd grade should be escorted in by a parent or guardian. Students will be supervised by staff until they are escorted to the appropriate buildings for the start of the school day.

## **Format of After-School Program**

After school, elementary students will have a restroom and snack break. Following this break, students will complete homework. Extended Care Staff will be available to assist with these tasks. After completing homework, participants will engage in indoor and outdoor supervised activities. These activities will include crafts, games, sports, STEM stations, and art activities. Secondary students will be expected to engage in homework and then select a quiet activity.

## **Snacks**

Due to dietary restrictions and allergies, parents and guardians must provide snacks and water for After-School Care.

## **Pick-Up Procedures**

Parents and guardians may enter through the Student Gate or the Elementary Carpool Gate for pick up. Parents and guardians should retrieve their student at Elementary Student Services, where the parent or guardian signs out the child. If someone other than the parent or guardian is to pick up the child, parents must notify the Extended Care Coordinator by [email](#). The person picking up must present identification upon arrival.

## **Late Pick-Up**

Students must be picked up promptly by 6:15 pm. A late fee is assessed for late pick-ups: \$1 per minute after 6:15 pm

## **Drop-Ins**

Drop-ins are permitted for both Morning and Afternoon Extended Care. Elementary and Secondary Faculty will send the students remaining after the 3:30 pm carpools to Extended Care. Parents should retrieve their students from the Elementary Front Office. The fee for drop-ins is \$35 in the morning or in the afternoon, \$35 until 4:30 pm or \$45 until 6:15 pm.

## **Arrival from Tutoring, Music Classes, or Sports**

If a child participates in tutoring, music classes, or sports before Extended Care, the Extended Care Coordinator must be notified via email. If possible, the tutor, music instructor, or coach must drop the student at Extended Care. If this is not possible, arrangements must be made with the Extended Care Coordinator.

## **Electronics**

Electronic devices, including cell phones, smartwatches, tablets, etc., are prohibited during Elementary After-School Care. Secondary policies regarding electronics will be outlined by the Secondary Extended Care Staff.

## **Discipline Policy**

We seek to establish a physically and emotionally safe environment with clear, consistent, and predictable expectations for all students. The NCS Code of Conduct outlined in the Student-Parent Handbook applies to all Extended Care participants. Please reference the Student-Parent Handbook for details. Students violating the NCS Code of Conduct may forfeit their right to participate in Extended Care programming.

## **For programming questions, please contact:**

Extended Care Coordinator- Nayeli Kohl - [nkohl@northlandchristian.org](mailto:nkohl@northlandchristian.org)

## **For billing questions, please contact:**

Tuition and Business Office Manager - Beverly Diaz - [bdiaz@northlandchristian.org](mailto:bdiaz@northlandchristian.org)

**Click [here](#) to register for Extended Care.**